

Steering Committee Meeting
January 18, 2017
ACEP Headquarters
Irving, TX

Minutes

Speaker James Cusick, MD, FACEP, called to order a regular meeting of the Steering Committee of the Council of the American College of Emergency Physicians at 8:02 am Central time on Wednesday, January 18, 2017, at the ACEP headquarters in Irving, TX.

Steering Committee members present for all or portions of the meeting were: David Barry, MD, FACEP; Douglas Char, MD, FACEP; James Cusick, MD, FACEP, speaker; Kathleen Clem, MD, FACEP; Alison Haddock, MD, FACEP; Jonathan Heidt, MD, FACEP; Sarah Hoper, MD, FACEP; Chadd Kraus, DO, FACEP; Aisha Liferidge, MD, FACEP; Donald Lum, MD, FACEP; Michael McCrea, MD, FACEP; John McManus, MD, FACEP, vice speaker; Orlee Panitch, MD, FACEP; Tony Salazar, MD, FACEP; Annalise Sorrentino, MD, FACEP; Jennifer Stankus, MD, JD, FACEP; and Anne Zink, MD, FACEP.

Other members and guests present for all or portions of the meeting were: Sabina Braithwaite, MD, FACEP; Marco Coppola, DO, FACEP; Jon Mark Hirshon, MD, FACEP; Hans House, MD, FACEP; Tiffany Jackson, MD; William Jaquis, MD, FACEP, vice president; Christopher Kang, MD, FACEP; Paul Kivela, MD, FACEP, president-elect; Kevin Klauer, DO, FACEP; Rebecca Parker, MD, FACEP, president; Debra Perina, MD, FACEP; John Rogers, MD, FACEP, chair of the Board; Mark Rosenberg, DO, FACEP; and Gillian Schmitz, MD, FACEP.

Staff present for all or portions of the meeting were: Rachel Donihoo; Mary Ellen Fletcher, CPC, CEDC; Laura Gore; Pawan Goyal, MD; Margaret Montgomery, RN; Sonja Montgomery, CAE; Craig Price, CAE; Sandra Schneider, MD, FACEP; Gene Scruggs; Julie Wassom; Gordon Wheeler; Dean Wilkerson, JD, MBA, CAE; and Carole Wollard.

Officer and Staff Reports
Speaker

Dr. Cusick welcomed the committee and discussed preparations for the meeting.

Vice Speaker

Dr. McManus thanked everyone for their participation.

President

Dr. Parker reported on her media interviews, the AMA Interim Meeting, assignments she has made to implement the 2016 Council resolutions, and the status of ACEP's lawsuit against the Center for Consumer Information and Insurance Oversight (CCIIO). She also encouraged everyone to attend the upcoming Leadership & Advocacy Conference.

President-Elect

Dr. Kivela reported on the plans for revamping the ACEP website, the importance of the Clinical Emergency Data Registry (CEDR), out-of-network and balance billing challenges, and the wine tasting event that will be held at the Leadership & Advocacy Conference.

Executive Director

Mr. Wilkerson welcomed everyone to the new ACEP headquarters building. He reported on the 50th anniversary activities being planned, the upcoming Wellness Summit, and the current fiscal year budget challenges with the additional expenses for CEDR, the CCIIO litigation, and other increased expenses.

Steering Committee Expectations

Dr. Cusick reminded the Steering Committee of their expectation to attend the March 12, 2017, Steering Committee subcommittee meetings in Washington, DC and the entire Leadership & Advocacy Conference March 12-15. The Steering Committee will also meet at 6:00 pm on October 26, 2017, in Washington, DC, the evening prior to the Council meeting. Steering Committee members were also reminded that supporting NEMPAC and EMF is strongly encouraged as part of their leadership role.

Councillor Allocation

Dr. Cusick reported that councillor allocation for 2017 is 410, which is an increase of 16 councillors than were allocated for the 2016 meeting. Twelve chapters gained one councillor and one chapter gained two councillors. Two new sections, Event Medicine and Pain Management, were approved and met the minimum membership requirements of 100 members by December 31, 2016, adding two new councillors for 2017. The Medical Director's Section had 74 members and did not meet the minimum membership requirement of 100 members. The other 33 sections met the minimum membership requirement of 100 members and will have a councillor for the 2017 Council meeting.

2016 Council Meeting Minutes

The Steering Committee reviewed the draft 2016 Council meeting minutes. The minutes will be provided to the 2017 Council for approval at the annual meeting.

Tellers, Credentials, & Elections Committee Report

The Steering Committee reviewed a report from the Tellers, Credentials, & Elections Committee from the 2016 Council meeting, including the results of the demographic data questions. It was suggested that the Council be reminded of the importance, purpose, and need for accurate responses to the demographic questions and that the questions not be referred to as "practice" questions for testing the keypads.

The Annual Meeting Subcommittee will review the demographic data questions and provide suggestions for this year's questions.

Distribution of Council Meeting Materials

Ms. Montgomery provided a list of Council meeting items that are currently printed and distributed by first class mail. The mailing is sent to more than 800 individuals and all of the materials are available electronically. It was noted that some of the items are valuable to receive in print as well as electronically. The committee supported removing the printed campaign flyers, the NEMPAC Council Challenge flyer, and the EMF Council Challenge flyer from the first class mailing. Printed mailing of the candidate campaign flyers is referenced in the Candidate Campaign Rules, therefore, the committee will need to revise the Campaign Rules. Electronic distribution of the campaign flyers can still occur.

2017 Council Meeting

Dr. Cusick discussed various aspects of the 2016 Council meeting and requested suggestions for potential changes for the 2017 meeting. The committee discussed the Unanimous Consent Agenda and decided not to resubmit a Council Standing Rules resolution on unanimous consent for the 2017 Council meeting. The committee also discussed whether to issue printed badges to guests and other members attending the Council meeting. There was

consensus to provide adhesive name tags at Councillor Credentialing for guests to use rather than issue printed name badges.

The Annual Meeting Subcommittee will review the Town Hall meeting format and provide suggestions for potential topics for the 2017 meeting. The subcommittee will also review the demographic questions and provide suggestions for the 2017 questions.

Council Meeting Technology

Dr. Cusick led a discussion of the technology needs and requested suggestions for potential enhancements for the Council meeting. There was consensus that the current technology works well and additional enhancements were not identified. The committee also discussed the increased use and success of social media during the meeting.

Elections Process

Dr. McManus led a discussion of the campaign and election process for candidates. Dr. Coppola provided suggestions for changing the Candidate Forum. The committee supported continuing the current format of the Candidate Forum and suggested extending the time by 30 minutes.

The committee discussed an inquiry from a member about the ability to post their comments about a particular candidate or candidates on non-ACEP sites. The Campaign Rules only reference personal social media sites, however, the member was advised against promoting candidates on non-ACEP sites. There was consensus that ACEP cannot monitor and enforce social media postings by non-candidates.

The committee reviewed the Candidate Campaign Rules.

It was moved THAT THE CANDIDATE CAMPAIGN RULES, #13.K., BE AMENDED TO READ: COMMUNICATIONS AND/OR INTERVIEWS REGARDING CANDIDACY IN EMERGENCY MEDICINE NEWSLETTERS OR PUBLICATIONS OTHER THAN THOSE PUBLISHED BY ACEP ARE PROHIBITED. PUBLICATION ~~IN PEER REVIEWED AND RESEARCH JOURNALS~~ ON ISSUES OTHER THAN CANDIDACY ARE ALLOWED. The motion was adopted.

The committee discussed the advisability of continuing the videos of each candidate.

It was moved THAT THE CAMPAIGN VIDEOS BE DISCONTINUED. The motion was not adopted.

There were mixed reactions about the usefulness of the videos, but there was consensus to develop additional guidelines for the videos

The committee discussed travel to chapters by the candidates and concurred that it is a barrier for some individuals to seek nomination because of the time and expense. The committee agreed that limitations on the candidate travel to chapters should be explored and potentially included in the Campaign Rules, however, there is not time to revise the rules for 2017 before this year's chapter meetings begin.

The Candidate Forum Subcommittee will discuss these issues in further detail and provide their recommendations to the Steering Committee.

Action on Resolutions

Reports summarizing actions taken by the Board of Directors on resolutions adopted at the 2016, 2015, and 2014 Council meetings were provided for review. The reports will be assigned to the Annual Meeting Subcommittee for further review.

Subcommittee Appointments

Dr. Cusick asked for volunteers to serve on three subcommittees. The following subcommittees were appointed:

Annual Meeting Subcommittee: Dr. Clem (Chair), Dr. Haddock, Dr. Hoper, Dr. Kraus, Dr. Lum, Dr. Salazar, and Dr. Zink.

Bylaws & Council Standing Rules Subcommittee: Dr. Heidt (Chair), Dr. Barry, Dr. Liferidge, Dr. McCrea, and Dr. Sorrentino.

Candidate Forum Subcommittee: Dr. Cusick (Chair), Dr. Barry, Dr. Char, Dr. Heidt, Dr. Lum, Dr. McCrea, Dr. Panitch, Dr. Sorrentino, Dr. Stankus, and Dr. Zink.

The subcommittee objectives and deadlines will be provided by e-mail. The subcommittee reports will be discussed at the June 26, 2017, Steering Committee meeting.

Next Meeting

The next meeting of the Council Steering Committee is scheduled for Monday, June 26, 2017, at the ACEP headquarters in Irving, TX.

With no further business, the meeting was adjourned at 2:45 pm Central time on Wednesday, January 18, 2017.

Respectfully submitted,



Dean Wilkerson, JD, MBA, CAE
Council Secretary and Executive Director

Approved by,



James M. Cusick, MD, FACEP
Council Speaker and Chair